

1 **VASHON ISLAND FIRE & RESCUE**
2 **BOARD OF FIRE COMMISSIONERS**

3 Minutes

4 **Date:** 03/25/14

5 **Time:** 6:30 p.m.

6 **Place:** 10020 SW Bank Rd., Vashon, EOC Room

7 **REGULAR MEETING**

8 **Present:** Camille Staczek, Chair
9 David Hoffmann, Vice-Chair
10 Candy McCullough, Commissioner
11 Rex Stratton, Commissioner
12 Ron Turner, Commissioner
13 Hank Lipe, Fire Chief
14 Susan Wolf, Minute Taker

15 **Absent:** George Brown, Assistant Chief

16 **Amendments to Agenda**

17 SOG 4013 is advisory only and does not need a motion.

18 **Approval of 3/11/14 Minutes**

19 Motion by Commissioner Stratton:

20 **“I move we approve the minutes of 3/11/14.”**

21 **APPROVED, 5-0**

22 **Voucher Approval**

23 Motion by Commissioner Turner:

24 **“I move we approve the referenced vouchers and transfers as detailed in**
25 **Administrative Memorandum 3.25.14-1.”**

26 **MOTION PASSES, 5-0**

27 **February Financial Report**

28 Motion by Commissioner Stratton:

29 **“I move we accept the February 2014 Financial Report.”**

- 30 • February numbers reflect 18% of the budget expended, which means we are on target.
31 • We received over \$200,000 today, reimbursing us for some Association Building remodel
32 expenses. We have invoiced our first quarter for EMS.
33 • The good news is we have a good cash flow right now, in spite of property taxes not coming
34 in until after April 15, which means transfers will not be necessary.

35

36 **Chiefs' Reports**

37 *Chief Lipe:*

- 38 • Last week he and Commissioner Stratton attended the quarterly EMS advisory committee in
- 39 Kent. Jim Fogarty announced that VIFR has requested a review of its EMS system. He also
- 40 complimented us on our proactive approach to the mid-period review. He has an
- 41 appointment with Jim Fogarty tomorrow.
- 42 • The dedication of the Association Building (now called the Vashon Rural Services Center)
- 43 went extremely well. The Chief spoke at the event, which included several leaders from
- 44 King County and was a positive experience.
- 45 • Saturday, March 29, the Chief will attend the new Library dedication and speak regarding the
- 46 warming shelter. We have partnered with the library in which we can provide the use of a
- 47 generator; they are working on the wiring for their remodeled building to accommodate it.
- 48 Indications are that it should be wrapped up shortly.
- 49 • Chief Brown is on a one week vacation. He and Nicole Trent have changed offices so Chief
- 50 Brown is running Operations in the old Dispatch office. Nicole is running finances out of
- 51 Chief Brown's old office.
- 52 • The Tiburon (radio communications) conversion went well. There were a few "hiccups" on
- 53 the VIFR side so the career staff performed radio watch for 24 hours. Everything is going
- 54 smoothly now and for those with pagers, they will see greater detail coming across now.
- 55 • Received a letter from Enduris they are looking for nominees for officers.

56 **Old Business**

57 SOP 9002 Digital Imagery – TABLED

58 Paramedic/Firefighter Position Description

59 Motion by Commissioner McCullough:

60 "I move we accept the Paramedic/Firefighter position description."

61 MOTION PASSES, 5-0

62 SOP 2015 Probation revision

63 Motion by Commissioner McCullough:

64 "I move we accept policy as written."

65 MOTION PASSES, 5-0

66 SOG 4013 On-Scene Accountability

67 The Commissioners reviewed this guideline and had no comment.

68 **New Business**

69 SOG 4035.1 Fire Ground Practice

70 Chief Brown has been working on this guideline together with the Training officer in order to
71 conform training and execution at the scene by national and county guidelines.

72

73 Cyber and Crime/Dishonesty Coverage

- 74 • Part of our liability insurance from Enduris is cyber and crime/dishonesty coverage.
75 At present, we have \$50,000 per employee for approximately \$300 a year. If we
76 spent another \$100, we could raise it to \$100,000.

77 Motion by Commissioner McCullough:

78 **“I move we purchase the additional coverage for \$100.”**

- 79 • The Board asked the Chief for his recommendation and Commissioner Stratton
80 weighed in stating \$200,000 was more in line with an agency our size. Discussion
81 resulted in an agreement to purchase \$250,000 of coverage for \$650 in premium.

82 **MOTION FAILS**

83 Motion amended by Commissioner McCullough:

84 **“I move we purchase \$250,000 of coverage from Enduris for \$650.”**

85 **MOTION PASSES 5-0**

86 Strategic Planning Initiative

- 87 • Chief Lipe discussed with the Board how they would like to develop a strategic plan.
88 He inquired if they wanted to start in 2014 or 2015. The Board had a good retreat
89 several years ago and decided to provide coverage of emergency response 2.5 calls
90 deep.
- 91 • The Chief has had some preliminary discussions with a facilitator on the island,
92 James Cottrell. James’ wife is an urban planner who facilitates community-based
93 planning. The Chief would prefer to proceed with a preparation phase to ask
94 questions and build a strong foundation for a retreat. The District needs to know how
95 much community wants to spend or what they want.
- 96 • Sooner is better to update our perspective. We are looking at a one year process to
97 get representatives from the community to join us in answering these questions. It
98 will take time and money but, as leaders of the District, we need to take the lead.
- 99 • There are changes in the national healthcare system to consider. The Chief has
100 studied our data and is concerned the model we are running today may not be
101 sustainable.
- 102 • If there is a change in District leadership, the remaining members of the Board will
103 have a blueprint. What happens with Medic One, Healthcare and what the
104 community wants, needs or is willing pay for, all need to be considered for future
105 planning. At least we can develop options.

106 Union Memorandum of Understanding

- 107 • The Chief presented the Board with a draft of a MOU with the union. The issue
108 concerns the rate of accrual for leaves when we hire a paramedic laterally. We give
109 newly hired paramedics credit for their years as a paramedic (for other agencies) for
110 rate of pay; that provision is in the contract. Past practice has also been to match their
111 accrual rate for leaves; however, that article was not negotiated in the contract.
- 112 • The Chief won’t maintain past practice without Board consent. He wants it in black
113 in white in the contract.

- 114 • The recent paramedic hire was told by his immediate supervisor he would receive the
115 same rate of accrual for leaves, but the contract doesn't include that provision. While
116 the article in the contract was not opened (for negotiation), it is the right thing to do.
117 The MOU can be valid until the next the contract is negotiated.

118 Motion by Commissioner McCullough:

119 **"I move we accept the draft of the MOU."**

120 **MOTION PASSES 5-0**

121 **General Comments**

122 Please RSVP to Susan for your attendance at the Awards Ceremony.

123 **For the Good of the Order**

124 None.

125 **Documents Signed**

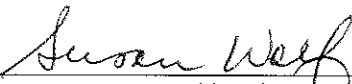
126 *The next Regular Meeting will be on 4/8/14 at 6:30 p.m. at 10020 SW Bank Rd, Vashon, EOC Room*

127 Approved this 8 day of April, 2014.

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129

130 
131 Camille Staczek, Chair


Susan Wolf, Minute Taker